

Appendix A

Continuing Improvement

Agency Name: City of Hialeah
Program Name: Academic Achievers

Project Number: 13B-2447B-7CCC2

Reason(s) for the change:

5.5a Recruitment and Retention -The reason for the change in this section is that the verbiage in the narrative pertained to challenges that the program had in its first year with recruitment due to funds being awarded late in the contract year (November 2015). This is something that is no longer relevant and needs to be stated in the narrative this year as continuing improvement.

5.5b Student Program Activities- The reason for the change in the narrative section is due to:

1. The MindWorks curriculum having more educational areas to incorporate into a PBL project. These kits also include more projects and hands on activities to extend learning time and are more engaging to all students. The PCS Edventures kits will also will be incorporated into the MindWorks PBL project to ensure that technology is still being taught and used in the program.
2. The college test prep courses for the PERT exam are being discontinued because the majority of the program participants served are middle school aged and they do not qualify to take the PERT test until they reach upper high school grades. The Program is going to offer college and career readiness workshops to all program participants that are teacher created.
3. The objectives changing in year 2 and required components of middle/high school no longer require that programs offer a separate character education objective; the program will no longer offer Peaceworks to the students. The college and career readiness component has aspects of character education that the teachers are incorporating into their lessons. This language was added to the college and career readiness section as well.

5.5d Staffing Plan and Professional Development- The reason for the change in this section of the narrative is due to:

1. The position of Literacy Assistant is no longer in the budget. Position does not need to be mentioned to coincide with budget.
2. The Program Specialist described is no longer with the program and has been replaced with a new employee. Their qualifications are described.
3. The Program no longer needs to conduct trainings on Peaceworks. The college and career readiness component has aspects of character education that the teachers are incorporating into their lessons.

This change includes: ☐ Additions ☐ Deletions ☒ Both

5.5.a Recruitment and Retention

Students are recruited from the surrounding areas of the two proposed sites which have high numbers of at-risk students who come from low income families and speak English as a second language. Information about Academic Achievers will be distributed via Connect Ed (a telephone communications system that allows schools and the school district to send important messages to parents), the City's website, social media outlets and TV77 (the City's television station) which is also streamed on the City's website. Representatives from the Academic Achievers Program will attend New Student Orientations and Open Houses to promote the Program. Similarly, staff will attend teacher meetings to inform them about the program and ask for assistance with referrals.

School personnel will also develop a list of students identified as "at-risk" and refer them to the program. Staff will contact those families directly and invite them to participate. Families interested in participating will complete a written application. Participants will be selected according to their enrollment status at the regular day school, interest in participating in program activities, willingness to comply with the attendance policies, and parent/guardian commitment to attend and participate in Family Education Night activities. Positive communication between staff and families will encourage and promote family involvement, which will contribute to consistent, long term participation and retention. Students will be selected on a first come, first serve basis until the enrollment capacity is reached. If necessary, a waiting list will be created and students/families will be called once a slot is available.

~~The Program had challenges in being able to recruit and met the number of participants originally projected in our proposal due to the late start of the previous year. Understanding that parents would prioritize placement of their child(ren) in an afterschool setting prior to the beginning, or at the beginning, of the school year, we lost a good number of prospective participants who found alternatives to our program.~~

Our previous experience indicates that once students are enrolled and exposed to the program activities, it is fairly easy to retain them. The unique curriculum and opportunities afforded by Academic Achievers include activities and experiences to which many in the City's student population are unlikely to have

access without participating in the program. For example, during the summer sessions students are able to enroll in enrichment programs of interest such as guitar, nutrition, cheerleading, and tennis. The STEM projects are also very creative and interactive which help keep students engaged. Lastly, the half course credit earned by participating Academic Achievers, which can be applied to graduation, is very enticing to targeted students, as are the community service hours. These opportunities keep students engaged and attending regularly.

Once a family is enrolled in the Program, specific efforts will be made to promote retention for the current year. These efforts include offering early registration for current students when summer or afterschool registration begins and hosting parent workshops on education and safety of children who attend afterschool programs versus other typical after school arrangements for youth (i.e. staying home alone while they wait for parents to return from work). Many of the program staff and the teachers from the students' schools will assist with building rapport and maintaining relationships from the school day to the afterschool program.

5.5.b Student Program Activities

PBL activities will incorporate the Florida Standards and be used to meet the objectives of the Academic Achievers Program and will be mastered over 10 to 12 weeks with programming for 45-60 minutes three to five days a week at all proposed sites. Each PBL will include a pre/post assessment and will culminate with a presentation by the students for the parents at a quarterly Family Education Night (FEN). ~~Presentations will consist of various modes of technology including video, computer, and applications, and will include state of the art software such as Prezi. All of the PBLs will be provided by PCS Edventures. Presentations will consist of hands-on, interactive, educational materials from MindWorks that engage students in multi-sensory learning experiences. The technology component will be provided by video/ cameras from PCS Edventures.~~

~~Participation in Academic Achievers will enable students to take college preparation courses such as the PERT (Postsecondary Education Readiness Test). This is an opportunity which is rarely afforded to students in this community and will help bridge the gap between potential and achievement post high school graduation. The college test preparation courses will assist students in preparation of the PERT test, and if passed, will allow the participating students to enroll in dual enrollment classes through the day school. Academic Achievers will work with Miami Dade College to provide the college test preparation courses opportunities to program participants twice a week for 8 weeks.~~

Participation in college and career readiness workshops will provide students the opportunity to practice and learn essential skills needed in college and the workplace after graduation. The workshops will be offered to all program participants to ensure that every student has the ability to gain knowledge and bridge the gap between potential and achievement post graduation. All workshops will be teacher created with a pre and post test and cover areas such as how to create a resume, interview skills, workplace etiquette and how to apply for college. All lessons will incorporate a component of character education and how it relates to real world scenarios. The workshops will be offered once a week for 10 weeks.

Additional activities will be implemented at all sites throughout the school year. Thirty minutes of homework assistance, provided by tutors and certified teachers, will be offered daily. ~~Thirty minutes of character education taught by program staff through PeaceWorks will be provided weekly.~~ SPARK fitness activities will be implemented by program recreational staff 3 to 5 days a week. Enrichment activities will be offered based on the interest of participants.

5.5.d Staffing Plan and Professional Development

~~Academic Achievers Program will continue to be run by Project Director, Ms. Yasmin Fernandez. She has worked for the City of Hialeah for over 11 years. During her tenure with the City she was a Center Director I for the city's Creative Learning and Play Afterschool and Summer Camp Program operated by The Children's Trust. She will be responsible for programming, planning, coordinating services for students, parents, and staff as well as collaborating with the external evaluator and program partners to ensure successful program implementation as she has done for the last year.~~

The 21st CLCC project will be supervised by the Director of Education of Community Services and by Department Supervisor Sharon Dziedzic, a position which requires a bachelor or master's degree. The Academic Achievers Program will be administered by a full time Project Director with education and/or significant experience and be assisted by a part time Center Director who has a 40-hour child care certification certificate. Each site will have a part time camp director who is directly responsible for the daily program implementation and is assisted by part time counselors, tutors, and recreation leaders, all positions which require a high school diploma. A literacy assistant provides clerical support for the program and will also assist

~~in direct services as a floating staff person.~~ Certified teachers lead all academic activities. Inclusion Aides are contracted if needed to support the inclusion of children with disabilities. Enrichment activities are offered in conjunction with contract providers who specialize in math and science enrichment, fitness and sports activities, arts enrichment, and nutrition education. The City welcomes volunteers who are over 18 years of age, who have been cleared with a background check, and who receive approval from City Administration through an established process to volunteer in City programs and facilities. In the program, volunteers would be used to support enrichment activities including in the arts, sports, and during Family Education Nights.

STEAM Ahead will receive administrative support, to include all invoice tracking, budgeting, revisions, and reporting for the 21st CCLC and overseeing data entry associated with these areas, ~~from Quentin Webb, Program Specialist III, who has worked for the City of Hialeah for thirteen years. He holds a Bachelor's degree in Public Administration from Florida International University.~~ from Meghan Martinez, Program Specialist, who has worked for the the City of Hialeah for 10 years. She holds a Bachelor's degree in English, a minor in Communications, and a Professional and Public Writing Certification.

...Counselors and tutors will be provided with professional development sessions addressing a variety of homework assistance and behavior management approaches. Teachers, counselors and tutors will participate in a project based workshop series. Site directors, counselors, and recreational leaders ~~will attend training on PeaceWorks and recreational leaders~~ will receive SPARK training. All new and returning program staff will attend orientation sessions and will have the opportunity to receive CPR training. If funded, we will send the Project Director and other key staff to the Florida 21st CCLC State Conference; program and administrative staff will also participate in FLDOE Grant Fiscal Management Training.

Underscore reflects additions to the 2015-16 narrative.

~~Cross-out~~ reflects deletion of language in the 2015-16 narrative.